



State of Montana
Montana Historical Society

2012 Agency Biennial IT Report
Fiscal Year 2011-2012

August 2012

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EXECUTIVE SUMMARY

Montana Historical Society is a public service oriented entity providing accessibility to historical collections and information of Montana's past. Information technology is crucial for providing such service and meeting the goals and initiative outline in the Agency plan. Given the Society's intense involvement with affiliated Montana museum, historical society, historical preservation, library, and archive programs, our opportunities for continued, successful collaboration in IT applications are excellent.

To accomplish the requirements of the Historical Society's mission to provide exceptional customer service and improving the preservation of Montana's history, we have developed an information technology plan to:

Heighten IT security and employee awareness;

Establish a training budget for staff;

Secure funding for specialized software;

Provide enhanced electronic services and digital content availability;

Provide an improved and secure web experience to the public;

Implement e-commerce for secure online transactions

The agency plan is intended to follow closely with the direction of the State of Montana Information Technology Strategic Plan. All aspects of the Society's IT Plan are also intended to recognize the needs of the society's user base and public customer. We intend to work vigorously with ITSD and Montana Interactive to place as many obvious transactions into e-commerce. The Museum Store, membership and subscriptions and are the first obvious applications. Montana Historical Society has added an additional e-commerce portals for patron requesting services through the State Historic Preservation Office and paying for copies of library materials, paying for Society research assistance.

We anticipate subsequent applications for purchase of photographs and art transparencies, or any other service-for-fee that the Society uses. The Society has obtained legislative bonding authority of 7.5 million dollars towards expansion of the Historical Society campus and is enthusiastic about the future prospect of improved facilities and a more state-of-the-art IT infrastructure

| Initiative Status | Total | Fully Funded | Unfunded | Partially Funded |
|---------------------------|--------------|---------------------|-----------------|-------------------------|
| Completed | | | | |
| Substantially Completed | | | | |
| Deferred | | | | |
| Delayed | 1 | | 1 | |
| Cancelled | 1 | | 1 | |
| Remain on-going by design | | | | |

SECTION 1: AGENCY IT PLAN ACCOMPLISHMENTS – GOALS & OBJECTIVES

Goal Number 1:

IT Goal 1 INTEGRATED AGENCY IT PLATFORM

Description: Create a centralized, efficient, integrated agency IT platform or foundation to the State IT standards.

Benefits: A fully coordinated, integrated agency-wide IT operation to fully support our internal and external customers. Beneficiaries: six society programs, management, and public

Which state strategic goal(s) and/or objective(s) does your goal address? Business Goal BG2/3 – Technology

Supporting Objective/Action

Objective 1-1 Proactive management of hardware and software assets.

Accomplishments: complete.

Provided stable and secure data for MHS partners and patrons by having reliable access to high quality content and services provided through stable information systems. This objective is an on-going task.

Status: On-Going

Supporting Objective/Action

Objective 1-2 IT Security

Accomplishments: Implementation of a society wide Security Program through new employee orientation and continued distribution of literature both electronic and printed form as it relates to IT security policies and procedures. 100% complete. This objective is an on-going task.

Status: MHS considers this as on-going. We have periodic training for current and new employees orientation includes IT security training.

Supporting Objective/Action

Objective 1-3 Staff Training

Accomplishments: NA

Status: Cancelled due to budget limitations

Goal Number 2:

IT Goal 2 ELECTRONIC SERVICES AND DIGITAL CONTENT ACCESS AVAILABILITY

Description: Improve customer service and staff efficiency by making Society services and information available electronically, enhancing both onsite visitor education and research experiences and opportunities and distance experiences and opportunities.

Benefits: Greatly improved accessibility to agency archives, artifacts, and publications, beneficiaries include external educational organization, researchers and the general public.

Which state strategic goal(s) and/or objective(s) does your goal address? BG-2 Marketing and Public Relations; BG3-Technology; BG5- Internal effectiveness.

Supporting Objective/Action

Objective 2-1 Access to Research Center and Museum Catalogs

Accomplishments: The Research Center continues to add and/or update catalog records for collections on the Montana Shared Catalog to provide improved access to collections. From January 2010 through December 2011 the Research Center added 5,584 records to the Montana Shared Catalog. In addition, 23 inventories for archival and photograph collections were submitted to the Northwest Digital Archives, providing increased online access to archival materials. During this time period, the Research Center made significant progress in making selected parts of our collections available online, including adding 11,107 images to the Montana Memory Project and submitting 45,000 images of newspaper pages to the Library of Congress for inclusion in their Chronicling America portal.

Status: Ongoing

Supporting Objective/Action

Objective 2-2 Antiquities Database

Accomplishments: This is an ongoing project that will be continually updated. This database allow greater protection of preservation resources for the general public.

Status: on-going

Supporting Objective/Action

Objective 2-3 E-Commerce

Accomplishments: Enhanced the on-line services for stakeholders to improve government services

Status: on-going

Objective 2-4 Electronic access to Montana Magazine of Western History and Press Books

Accomplishments: MHS Press books are available for purchase through the museum store website and detailed information about each book is also available on the Press webpage. Montana Magazine of Western History is available on J-Store an on-line service for stakeholders. Exploring mobile application development.

Status: on-going

SECTION 2: IT INITIATIVES STATUS UPDATES

Initiative 1 Computer Replacement

Description: Four Years replacement plan for agency computers

EPP Number: NA

Status: Delayed

Funding: Not Funded

Initiative 2 Point of Sales System

Description: point of sales system integrates with membership Database

EPP Number: NA

Status: Cancelled

Funding: Not Funded

SECTION 3: ADDITIONAL INFORMATION - OPTIONAL

Other types of information that your agency may wish to report as accomplishments or challenges related to achieving the Goals, Objectives, and Initiatives outlined in your 2010 IT plan and 2011 IT plan update.